

Activity 4

Advertisement

Design a poster to advertise an up-coming Valentine's Day dance at Leo Hayes High School.

- The dance will take place on Friday, February 14th, from 7 pm to 10 pm.
- The dance will be held in the Cafetoria and the price of admission will be \$5.00 per couple.
- In addition, Spot Dances and Door Prizes will be awarded.

Directions

1. Create a new Microsoft Word document.
2. Save the document as: **Advertisement** in your documents folder on the server.
3. The poster can be in the Orientation of your choice - Portrait or Landscape.
4. The poster must display:
 - a page border
 - clip-art
 - word-art
 - text boxes



5. Use a Bulleted List to list the dance details.

6. The identification banner is to placed in a text-box and contain:
 - Your name
 - BBT 9-X (The X represents your period number)
 - Date
7. The identification banner is to be placed in the lower left corner of your advertisement.
8. The document is to be saved in your documents folder on the server as **Advertisement**.